Roll Call
TDA Staff: Angela Olige, Catherine Wright-Steele, Tracy Mueck, Melissa D. Gonzales, Rose Westerman, John Tuley, Sharon Welborn, Marianne Hopper, Beth Thorson, Christine Bendana, Jaclyn Cantu, Alyssa Herold, Kerry Cowlishaw

Contracting Entities: Brenda Baldwin, Sharon Ray, Victor Salazar, Max Taylor, Julie Smith, June Bryant, Nguyen Nguyen, Berta Macat, Keven Vicknair, Leroy Claborn, Dietrich Nickleberry-Love

TDA Updates

CACFP Meal Pattern Effective October 1, 2017 – Beth Thorson
➢ TDA is allowing, through Policy 23, early implementation of any of 5 allowances as early as October 1, 2016, as announced in an Insight email. Technical assistance is available through either the ESC’s or TDA. Summary of 5 allowances: 1) breastfeeding can be claimed if done onsite; 2) other nutrient rich foods for infant meal plans now include ready to eat cereals, whole eggs and yogurt (sugar content must still be considered); 3) meat or meat alternates can be served to fulfill the grains requirement for breakfast up to 3 days a week; 4) Tofu and some legumes can be used to meet all or part of the meats component; 5) a serving of yogurt may be used to meet 8 ounces of liquid milk in an adult meal plan if yogurt has not been used as a meat supplement in the same meal. Some have begun implementation. Max – updating software (proprietary, Childcare Systems) first; June – started #s 1 & 2; Sharon – meat alternative at breakfast, along with #s 1 and 2.

Staffing changes – Jackie Cantu
➢ Jackie moved from coordinator for F&N to Director for Commodity Operations. Robin Roark, former Director of Business Operations is now an Administrator; the TXUNPS sub-workgroup will be moved to Senta Fortune in the near future. Senta is now Director of Business Operations. Alfreda Maddox is director for new internal Quality Assurance and Quality Control section. John Tuley is the new Director for Program Improvement and Education.

Post CACFP Conference Debrief – Melissa Dozier Gonzales
➢ Analyzing surveys for the conference. Will be reviewed with Food & Nutrition management.
➢ Several providers attended the conference. Feedback included: scenarios to determine what was compliant and what should be disallowed was the best training received ever, information received at conference helped in completing application(s) and overview, still some confusion about completion of production records pertaining to food buying guide, helpful to be aware of documentation requirements, and a suggestion to target more time toward experienced sponsors – those session were really useful.
➢ Website shows 2017 conference will be held June 18-21, 2017. Save-the-date cards will be sent and hotel room blocks and other information will be provided closer to the meeting date.
Subgroup Updates

- **Outreach Activities Input**
  - Two calls September 13 and 30, to receive as much input as possible, with different members on each call. Provided overview of Farm to Childcare, hitting highlights of TDA and USDA support, USDA memo, discussion for defining local, availability of purchasing local product and Farm Fresh Network database resources to CEs wanting to buy local. Challenges discussed included low awareness and making sure to communicate how Farm to Childcare compliments CACFP participation. All subgroup members left with an action item to speak about Farm to Childcare with peers and receiving feedback about challenges to assist TDA address gaps in resources and training. Subgroup is looking into the best way to get the word out about Farm to Childcare. Julie Smith discussed it at an ESC meeting; feedback indicated it was very useful.

- **Administrative Review**
  - Although no meeting has been held, very useful feedback has been received about the review tool. Meeting will be set up later this month.

- **TX-UNPS Application Input**
  - Several meetings and some input which was emailed May 17 to entire group. List emailed to group with 2016 TX-UNPS enhancements to make application process more user friendly and streamlined. June Bryant has not been receiving emails; determined she was added subsequently. Her email address will be added. Unanimous recommendation to add a data download/reporting enhancement to TX-UNPS. Organizations cannot download a mass export; only able to view individual site information. Reports tab not enabled. Jackie will follow up with Robin to see about status of request and provide additional information at next meeting. Site list on NSLP – all information can be exported. Name, status, programs, address, type of kitchen, breakfast and lunch times.

- **State Discretion Policies Input**
  - Members discuss method to provide input where TDA has discretion. Three types of CEs on group. Rose to consolidate the feedback received and set up meeting to discuss. Max Taylor – Eligibility form and Income form – would like to see these forms consolidated. Group found that Louisiana was able to combine the voluntary and mandatory forms. Workgroup at conference unanimously agreed this would be useful.

**Member Updates**

- Brenda – completed fiscal year and ensuring everything entered for that.
- Sharon – be aware that Texas Sponsors Association is holding their meeting October 21 at the AT&T Conference Center.
- Victor – wrapping up fiscal year. Question – TX-UNPS, adding new for-profit center and additional documentation to be provided verifying 25% from previous month. Discussion held and determination that TDA will provide additional information to clarify the requirements.
- Max – one change, food buying guide made electronic. USDA labeling database did not include equivalency until just recently.
- Julie – no updates. Agreement with conference feedback. Changes allowed based on info from conference. Good information. Question: Can they be a sponsor for a for-profit as a not-for-profit CE– Rose, yes you can sponsor for-profit sites.
- June – no update. Wrapping up the fiscal year.
- Nguyen Nguyen – Question – At Risk site with 3 locations. Unaware that an application for each site is needed and that a separate check must be issued to each of the 3 locations. Jaclyn will take to Program Eligibility group and have one of them call her back.
- Berta – no updates.
- Keven – no updates or questions.
- Leroy – no updates.
- Dietrich – received new Headstart standards; pleased to see standards aligning more with CACFP.

Appreciation was extended to participants for their time and feedback with thank you. Following today's discussion, meeting will be moved to a morning time on the 3rd Thursday of each month.